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MINUTES

TRAINING OFFICERS MEETING

Thursday  
1 July 54

Document No. 023

☐ CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

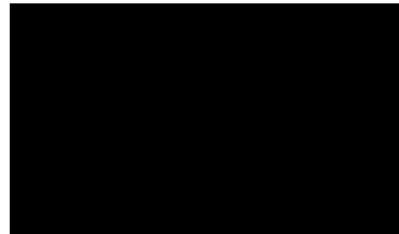
DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1703

Date: 6 Feb 78 By: 022

Attendance:

Mr. Baird, D/TR



1. Investigative Techniques Course

██████████ reported that the FI Operations Staff prefers to withhold guidance for the development of an investigative techniques course until ██████████ has come up with a formal proposal.

2. Long-Term Schedule, Change of Dates

██████████ requested that the projected dates for the Operational Security Course in August be changed to a starting date of 2 August in order to accommodate several FI candidates for this program. This was approved.

3. DD/P Requirements for OTR Personnel Support

The committee discussed at considerable length recent WH requirements levied upon the Office of Training. ██████████ stated that he is concerned over the number of instructors called upon by the operating divisions for training support overseas. The Director of Training stated that he is delighted to have the operating divisions provide opportunity for OTR instructors to participate in overseas training programs; however, it is essential that when such requests are honored, firm priorities be established, particularly in instances wherein absence of the instructor(s) would interfere with projected programs of instruction.

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4. Course Titles

██████████ made reference to the necessity for changing some of the course titles in the near future and the Director of Training stated that this Office will be pleased to receive recommendations from the Clandestine Services Training Committee as to the titles desired.

5. Time Required for Assessment

██████████ commented on the current decline in assessment requirements and indicated that his office could undertake additional internal assessments. With respect to external assessments conducted under covert circumstances, ██████████ stated that if the volume in this field increases, internal organizational changes would be necessary. ██████████ also requested that the training officers flag the names to ██████████ of GS-4's scheduled for pre-testing, to insure that results of such tests receive immediate dissemination by his staff.

6. Visits ██████████ by TLO's

██████████ presented a plan submitted by the course chiefs at ██████████ for a series of one-day capsule courses. The proposal for these capsule courses was designed to acquaint the division training officers with the content of field programs in order to assist them in their respective duties.

7. Critique, E & E Course No. 23

██████████ made reference to a series of critiques on the last E & E Course, as an indication of the effectiveness of this program.

8. Estimate of Time for Attaining Proficiency by Language Training

██████████ asked for an indication as to when the Clandestine Services Training Committee will receive information from Chief, External and Language Training Division, concerning the time required for students to attain proficiency through study of foreign languages. The Director of Training stated he is most reluctant to provide information of this kind except in the form of general guidance as to the minimum time required for students to study foreign languages. A response to ██████████ question may be forthcoming by 22 July 1954.

9. Briefing, Order of Battle

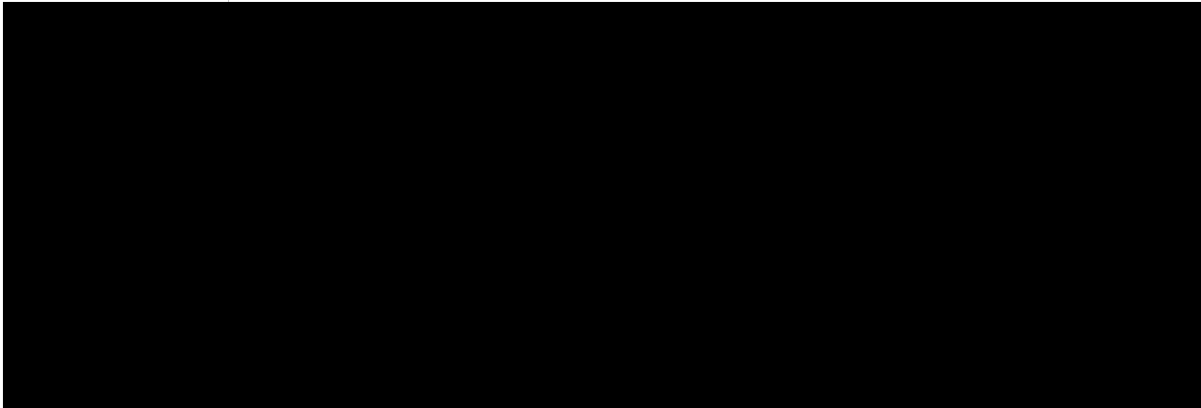
██████████ expressed appreciation for the assistance rendered by ██████████ to the Clandestine Services training officers in providing a briefing on order of battle.

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10. Air Operations Film

[REDACTED] stated that the Clandestine Services are greatly interested in receiving another opportunity to view the air operations film and proposed that the CS Training Committee arrange for attendance by division, staff, and branch chiefs, and training officers and their assistants. [REDACTED] stated that he particularly wished to hold the attendance at this film to the minimum as far as desk officers are concerned. He requested that selection of the audience be limited to division, staff, and branch chiefs, and those training officers who had not seen the film at the first showing.



12. Projected Typing Course, Non-Clericals

[REDACTED] stated that as yet this Office has not received requirements from DD/I and DD/A for a typing course for non-clerical personnel. [REDACTED] stated that DD/P has approximately 55 candidates for such training and would enroll these candidates for an early morning session during the summer months. Mr. Baird raised the question of car pool arrangements. [REDACTED] stated that the bulk of these candidates are from RI Staff, so that car pool arrangements can be worked out.

13. OTR Policy Concerning Language Training for Contract Agents

[REDACTED] introduced a request for language training for a contract agent and requested OTR policy on paying for such training under the provisions of [REDACTED]. Mr. Baird requested [REDACTED] to look into this matter.

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14. Minutes, Division Training Officers Meeting, 25 Jun 54; Questionnaire; and OIR Form No. 51-133.

25X1A [redacted] submitted copies of the minutes, division training officers meeting, 25 Jun 54. He also submitted a questionnaire used by PP in the debriefing of refugee personnel. This document has been published in quantity and will be available to the Office of Training if desired for training purposes. 25X1A [redacted] received this document and will give it appropriate dissemination within the Office of Training. 25X1A [redacted] also submitted the Clandestine Services comments on the OIR Form 51-133, Request for Training at non-CIA facilities. These comments were turned over to [redacted] 25X1A for appropriate dissemination within the Office of Training.

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